

STATE AGENCY ADMINISTRATIVE REVIEW SUMMARY

Section 207 of the HHFKA amended section 22 of the NSLA (42 U.S.C. 1769c) to require State agencies to report the final results of the administrative review to the public in an accessible, easily understood manner in accordance with guidelines promulgated by the Secretary. Regulations at 7 CFR 210.18(m) requires the State agency to post a summary of the most recent final administrative review results for each SFA on the State agency's publicly available website no later than 30 days after the SA provides the final results of the administrative review to the SFA. The SA must also make a copy of the final administrative review report available to the public upon request.

School Food Authority (SFA) Name: *Munich Public School*

Date of Administrative Review: 10/10/2019

Date review results were provided to the SFA: 11/1/2019

Date review summary was publicly posted: 12/1/2019

The review summary must cover access and reimbursement (including eligibility and certification review results), an SFA's compliance with the meal patterns and the nutritional quality of school meals, the results of the review of the school nutrition environment (including food safety, local school wellness policy, and competitive foods), compliance related to civil rights, and general program participation. At a minimum, this would include the written notification of review findings provided to the SFAs Superintendent or equivalent as required at 7 CFR 210.18(i)(3).

General Program Participation

1. What Child Nutrition Programs does the School Food Authority participate in?

PROGRAM	YES	NO	NOT ELIGIBLE
School Breakfast Program	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
National School Lunch Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fresh Fruit and Vegetable Program	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Afterschool Snack	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Special Milk Program	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

2. Does the School Food Authority operate under any Special Provisions?

SPECIAL PROVISION	YES	NO	NOT ELIGIBLE
Community Eligibility Provision	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Special Provision 2/3	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Review Findings

3. Note Worthy Observations:

Munich Public School is doing an outstanding job meeting all of the requirements for the NSLP program. Lois Tohm has much experience in the administration of the program including determining eligibility, claiming meals and resource management. Food Service director and kitchen manager, Kim Miles is completing her first year in the position and has mastered all aspects of menu planning, meeting the meal plan for the different age/grade groups and food prep/service.

This institution is an equal opportunity provider.

4. Were any findings identified during the review of this School Food Authority? ☒ Yes ☐ No
If yes, please indicate the areas and what issues were identified in the table below.

A. Program Access and Reimbursement

YES	NO	Area Of Review
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Certification and Benefit Issuance
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Verification
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Meal Counting and Claiming

Finding(s) Details:

- 1) Munich Public School has not approved a written policy for unpaid meal charges. Technical assistance was provided in helping the school district write the policy and it is currently on the School board agenda for approval.
- 2) NA

B. Meal Patterns and Nutritional Quality

YES	NO	Area Of Review
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Meal Components and Quantities
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Offer versus Serve
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dietary Specifications and Nutrient Analysis

Finding(s) Details:

- 1) NA
- 2) NA

C. School Nutrition Environment

YES	NO	Area Of Review
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food Safety
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Local School Wellness Policy
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Competitive Foods
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Other

Finding(s) Details:

- 1) FS Director has not completed an 8-hour sanitation training. When Kim was notified of this, she immediately enrolled in a class, completed it successfully and submitted documentation of certification to SA.
- 2) NA

D. Civil Rights

Finding(s) Details:

- 1) NA
- 2) NA

This institution is an equal opportunity provider.